

TOWN OF LANESBOROUGH SELECTMEN'S MEETING

Submitted by Diane Stevens, Town Secretary

January 12, 2015

Present: Mr. John Goerlach, Chairman
Mr. Robert Ericson
Mr. Henry Sayers
Mr. Paul Sieloff, Town Administrator

Warrants: Warrants Signed

The meeting was opened by John Goerlach at 6:00 p.m.

Public Comment

None.

250th Committee – Update & Budget Decision from Board

Robert Barton, Kacy Westwood and Mary Reilly came before the Board on behalf of the 250th Anniversary Committee. Mr. Barton presented updated plans to the Board with proposed photographs of banners and aluminum signs which would be displayed throughout the Town. Mr. Barton stated that the Committee's budget will cover the costs of purchasing these banners and signs but asked the Board if it would be possible for the Highway Department to hang them from the utility poles at the same time as the flags. Mr. Barton also presented the Board with an updated budget showing that the Committee is almost fully funded at this time. Mr. Barton also presented the Board with an updated list of events. He stated that this list was sent out with the Town's census and is also posted in places around Town. Mary Reilly spoke of The Winter's Ball which will take place on February 21st at the Skyline Country Club. Tickets are available for sale at the Town Hall. Mr. Barton asked if the Board would invite people to the ending ceremony including former Governor Deval Patrick and other dignitaries. Mr. Sieloff stated that he could send letters to these people when the date gets closer.[#1]

Inter-Municipal Agreement - Approval of Transfer of Water District Collector Services to Town Tax Collector.

Mr. Sieloff presented the Board with a two year Agreement for the review and approval. Mr. Sieloff stated that it is a great opportunity for the Water Department, the Town and the residents. Motion 15-01. Motion made by Robert Ericson to support the Inter-Municipal Agreement between the Town of Lanesborough and the Lanesborough Village Fire and Water District, seconded by Henry Sayers . Unanimously voted. [#2]

Proposed Adoption of Federal Mileage Rate \$.575

Mr. Sieloff informed the Board that on January 1, 2015 the Internal Revenue Service announced that the standard mileage rate for travel reimbursement is being raised to \$.575 per mile. Motion 15-02. Motion made by Robert Ericson to raise the Town's mileage reimbursement to \$.575 per mile, seconded by Henry Sayers. Unanimously voted. [#3]

Approve Audit Engagement Letter

Mr. Sieloff presented the Board with an Audit Engagement Letter from Scanlon & Associates. Mr. Sieloff stated that he reviewed the letter with the Town Accountant and he supported the Board members signing the letter. Motion 15-03. Motion made by Robert Ericson to approve the Audit Engagement Letter of Scanlon Associates, seconded by Henry Sayers. Unanimously voted. [#4]

Quarterly review of Board's Open Projects List

Mr. Sieloff presented the Board with a list of open projects for their review. Mr. Sieloff stated that he would follow up with McCann Technical School regarding the Police Fueling Station shelter and will put

it on the next agenda. With regard to the Police Chief replacement search, Mr. Sieloff stated that the ad has been posted in 3 places in Town, is on the Town's website and was sent to Chief Bashara to advertise with the Western Massachusetts Chiefs' Association and the Berkshire County Chiefs' Association. Mr. Sieloff stated that the letters to other towns regarding the possibility of sharing services will go out this week. Mr. Goerlach asked about the Green Community Grant. Mr. Sieloff stated that the Town can now start submitting paperwork to obtain funds. Mr. Sieloff asked the Board to look over the list and bring comments to the next meeting. Mr. Goerlach asked about item #41 pertaining to the Town Hall gutters. Mr. Sieloff stated that he would like to have these repaired or replaced and would like a Town Article for \$5,000-\$10,000 to do this. Mr. Goerlach stated that he would like to send out for bids and Mr. Sieloff stated he would do this. [#5]

Berkshire Wind Pilot Agreement

Mr. Sieloff stated that the Town has had conversations with Town Counsel regarding the wind turbines that are on the border near Lanesborough and Hancock. Jeff Blake from Town Counsel is drafting a payment in lieu of tax document and Mr. Sieloff will present it to the Board when it is completed at next meeting.

Use of Town Property Policy and Fee Schedule - notify room users

Mr. Sieloff presented the Board with a revised Facility Use Policy for their review and approval. Mr. Sieloff stated that he removed the use of the facilities outside of the building and left the main spaces in Town Hall. Mr. Ericson asked if the Lanesborough/New Ashford Scholarship Committee that his wife sits on could use the facility and would there be a fee since it is community based. Mr. Sieloff stated that it would be at the Board's discretion. Motion 15-04. Motion made by Robert Ericson to approve the Facility Use Policy as presented, seconded by Henry Sayers. Unanimously voted. [#6]

Mr. Sieloff reported to the Board that he had spoken to Gloria Greaves from Berkshire Brushes which is a group that uses the Community Room one Saturday a month from 8:30 a.m. to 4:00 p.m. and communicated to her that a fee of \$100 per session would have to be paid for the use of the Community Room in the future. Mr. Sieloff that there are security issues and costs associated with keeping the building open. Mr. Goerlach asked about if the organization provided sufficient insurance. Mr. Sieloff stated they would be required.

Decision on Red Capped Street Lights

Mr. Sieloff would like the Board to vote on which street lights need to be turned off based on a letter dated October 8, 2014 to Western Mass Electric Company which red-capped numerous street lights around Town. Mr. Ericson stated that another light has been added at the Elementary School. Mr. Goerlach stated that the Old Forge is a dark spot and asked Mr. Ericson if this was going to be addressed and Mr. Ericson stated that it would. He suggested that the wattage on the lights in front of the Old Forge and the Town Hall be increased. Motion 15-05. Motion made by Henry Sayers to send a letter to Western Massachusetts Electric Company asking them to shut off red capped lights 1-23 (with the exception of #4) as listed on October 8, 2014 letter and to also remove the flood light on the pole in front of Lanesborough Elementary School on Summer Street, seconded by Robert Ericson. Unanimously voted. [#7]

Approval of Payment to Police Chief for Vacation and Sick Time

Mr. Sieloff wanted to remind the Board that the Police Chief is retiring in May of this this fiscal year and Officer Rathbun is retiring in next fiscal year after July 1st. Mr. Sieloff stated that the Town needs to pay-out the accumulated sick and vacation time to these two officers. The Chief has agreed to take payment after July 1st. Mr. Sieloff stated that the Town Accountant is aware of this pay out. Mr. Goerlach asked if

a one-year notice was given by the officers and Mr. Sieloff stated that it was and he will get Mr. Goerlach that paperwork. Mr. Sayers asked if there was a cap on the number of hours they could be reimbursed for and Mr. Sieloff stated that there was. Mr. Goerlach asked if Mr. Sieloff had a rough amount of what was due and Mr. Sieloff stated it was approximately \$30,000 for Officer Rathbun and \$40,000 for the Chief. Mr. Sieloff stated that he would get the Board the exact amount of time and payout. Motion 15-06. Motion made by Robert Ericson to pay the Police Chief any remaining vacation and sick time owed at the time of his retirement per his agreement with payment to be made after July 1st, seconded by Henry Sayers. Unanimously voted.

Response to Department of Environmental Protection Waterline Letter

Mr. Sieloff presented the Board with a letter from the Department of Environmental Protection (DEP) regarding the Ore Bed Road Water Line project. The DEP wanted a formalized communication which Mr. Sieloff also presented to the Board for their signatures. Mr. Sieloff stated that the Town is planning on beginning work in the spring and additional funds will need to be secured. Motion 15-07. Motion made by Robert Ericson to approve the letter to the DEP regarding the documentation of approved funds for the water line work, seconded by Henry Sayers. Unanimously voted. [#8]

Budget Update & Proposed Schedule

Mr. Sieloff stated that the budget process has begun. All department and committee requests were distributed. Mr. Sieloff stated that the Finance Committee wants to have separate meetings with the major department heads on February 17th. Mr. Goerlach asked if any other departments had requested additional monies. Mr. Sieloff said he will check into it. Mr. Ericson asked about the IT budget. Mr. Sieloff stated much of the work has been completed. Mr. Sieloff stated that major changes will be with the articles for a new fire truck and the water line. Mr. Sieloff stated that the Town received a letter from the new Governor stating that the Town's Chapter 90 apportionment for Fiscal Year 2015 has been increased from \$224,185 to \$336,278. Mr. Sieloff stated that he will also put out a capital plan and give a budget update. Mr. Goerlach stated that the small dump truck used by Charlie Durfee has been having numerous problems. Mr. Sieloff stated that he will look into this. Mr. Goerlach also asked about adding an Article that residents need to take care of the sidewalks in front of their houses leading to the elementary school. Mr. Sieloff will check into adding this.

Other business which could not have been reasonably foreseen within 48 hours of the meeting.

None.

Selectmen's Items

Mr. Sayers asked about the status Rockwell Road. Mr. Sieloff stated that he will get in touch with Mr. Sayers this week. Mr. Goerlach asked about end of Narragansett Avenue and asked if the Highway Department was getting sand and salt from the City of Pittsfield. Mr. Sayers asked about the abandoned houses in Town. Mr. Sieloff stated that he talked to the Health Agent and they are reprioritizing this to get things started. Mr. Sayers asked about a blue house on Route 7 and a house on Imperial Street. Mr. Sieloff asked Mr. Sayers to get addresses for him so that he could check into these as well. Mr. Sayers asked about budgeting additional money for the Tree Warden to be able to remove more trees. Mr. Sieloff will check on this budget. Mr. Ericson stated that the Energy Committee needs to submit paperwork by the 14th and the Committee will contact Jim Barry to see what information is needed. Mr. Goerlach talked about the gas pipeline. Mr. Goerlach stated that many resident are opposed and the Board should look into the proposal in more depth. Mr. Sieloff stated that he contacted Kinder Morgan to inform them about a meeting which will be held in the Community Room on January 15th. Mr. Goerlach would like to have a representative from Kinder Morgan come to a Board meeting which will not be open to the public so that the Board could pose questions to get more information. Mr. Goerlach asked if this

could be added within the next two meetings. Mr. Goerlach asked Mr. Sieloff if he had followed up with Mr. Coons regarding the Unistress complaint. Mr. Sieloff will check into this. Mr. Goerlach asked Mr. Sieloff to follow up with Town Assessor regarding land values because he has been contacted by several tax payers about this issue.

Town Administrator Report

Mr. Sieloff asked Mr. Goerlach if he would like Mr. Sayers or Mr. Ericson to take his place on the High School Building Committee as he has stated prior commitments have made it difficult to attend. Mr. Schiek informed the Board that the Committee is moving forward with the feasibility study and they are meeting approximately every two weeks and the committee would really like a representative from the Board on this Committee. Mr. Sayers stated that if Mr. Goerlach does not have time he would step in. Mr. Goerlach stated he could stay on until April and then may have to step down due to time constraints.

Approve Minutes

Motion made by Henry Sayers to approve the Minutes of December 8, 2014, seconded by Robert Ericson. Unanimously voted.

Motion made by Robert Ericson to approve the Minutes of December 22, 2014, seconded by Henry Sayers. Unanimously voted.

Executive Session – To enter into executive session pursuant to M.G.L. c. 30A, s. 21(a) (2) to conduct strategy sessions in preparation for negotiations with union personnel and regard to lawsuits.

None.

Adjournment

Motion to adjourn meeting made by Henry Sayers, seconded by Robert Ericson. Unanimously voted. Meeting adjourned at 7:43 p.m.

Footnotes:

[#1] 250th Committee Update and Budget Information

[#2] Agreement between the Town of Lanesborough and the Lanesborough Village Fire and Water District

[#3] Audit Engagement Letter

[#4] Open Projects List

[#5] Facility Use Policy

[#6] Western Mass Electric Letter dated October 8, 2014

[#7] Letter from the Department of Environmental Protection – Ore Bed Road & Response from Board of Selectmen